

Minutes for the Judiciary and Law Enforcement Committee October 3, 2003

The meeting was called to order at 8:30 a.m. by Chair Stamsta.

Present: Chair Duane Stamsta, County Board Supervisors Kathleen Cummings (arrived at 8:34 a.m.), Mareth Kipp, Joseph LaPorte (arrived at 8:36 a.m.), William Mitchell, David Swan

Absent: Keith Harenda

Staff Present: Chief of Staff Lee Esler, Legislative Policy Advisor Dave Krahn, Legis. Associate Sandra Meisenheimer

Also Present: Emergency Mgt. Coordinator Jim Malueg, Sheriff Dan Trawicki, Jail Administrator Mike Giese, Inspector Bob Johannik, Deputy Inspector Steve Marks, Business Mgr. Tom Koth, Public Works Director Rich Bolte, Senior Financial Analyst Mike Baniel, County Board Supervisor Hank Carlson and Duane Paulson, Public Works Director Rich Bolte, Comm. Center Mgr. Richard Tuma, Budget Specialist Linda Witkowski

Consider Proposed Ordinance: 158-O-065 Accept FY-2003 State Homeland Security Grant Program Funds and Modify the Waukesha County Emergency Management's 2003 Budget to Appropriate Grant Expenditures and Revenues

Malueg explained the ordinance, which authorizes the Emergency Management office to accept a 2003 Federal Homeland Security Grant. The funds will be used to purchase equipment and supplies for a variety of county and municipal agencies and will be used for one-time equipment purchases for the county and for local response agency fire and law enforcement departments.

Motion: Kipp moved, second by Mitchell, to approve Proposed Ordinance 158-O-065.

Motion carried 6 – 0.

Review and Discuss the 2004 Operating Budget for Emergency Management

Malueg was present to discuss the Emergency Management operating budget as outlined in the budget book and which includes the mission, financial summary, position summary (FTE), departmental objectives and major departmental strategic achievements from 7/1/02 to 6/30/03. Total expenditures for 2004 are \$217,912 and total revenues are \$150,470 for a tax levy increase of \$5,806 or 9.4%. The positions summary shows an overall increase of 0.50 FTE positions for a total of 2.00 being budgeted for 2004. The Disaster Management and Hazardous Materials Management programs are also part of this budget.

Motion: Kipp moved, second by LaPorte, to tentatively approve the 2004 operating budget for the Emergency Management Department. **Motion carried 6 – 0.**

Review and Discuss the 2004 Operating Budget for Sheriff

Trawicki, Giese, Johannik, Marks and Koth were present to discuss the 2004 operating budget for the Sheriff's Department, as outlined in the budget book. Trawicki covered the following areas: mission, financial summary, position summary (FTE), departmental objectives and major departmental strategic achievements from 7/01/02 to 6/30/03. Total expenditures for 2004 are \$26,749,918 and total revenues are \$6,886,794 for a tax levy increase of \$970,894 or 5.14%. The positions summary shows an overall decrease of 0.18 FTE positions for a total of 329.26 budgeted for 2004.

Stamsta requested that an objective be added to “Departmental Objectives” regarding Electronic Monitoring.

Motion: Stamsta moved, second by Kipp, to amend “Departmental Objectives” on Page 88 and add -- #9. Continue to work through the Criminal Justice Collaborating Council (CJCC) to enhance the utilization of Electronic Monitoring, with accountability for public safety.

The following programs were also discussed as Trawicki reviewed the changes as detailed under Program Highlights: Use of Seized Funds, D.A.R.E., Process Service, Court Security, General Investigations, Special Investigations, Communications Center, General Patrol, Inmate Security-Jail, Inmate Services-Jail, Inmate Security-Huber, Inmate Services-Huber, and Administrative Services.

In closing, Trawicki stated they’ve come to this committee, as with all the committees, honestly and forthright in what they think their expenditures and revenue sources will be. They are currently projecting that they are about \$400,000 in the black for the 2003 budget. They are always trying to save money and a lot of it is vacancy and turnover. As they tried to slash dollars from the budget, they came up with what they think works for their department. They looked at it very closely, and they feel this is an honest, legitimate and good budget.

Motion: Kipp moved, second by LaPorte, to tentatively approve the 2004 operating budget for the Sheriff’s Department with the exception of the Special Investigations Program. **Motion carried 6 – 0.**

Review and Discuss the 2004 Operating Budget for Communications Center

Bolte and Tuma was present to discuss the 2004 operating budget for the Communications Center as outlined in the budget book. He covered the following areas: mission, financial summary, position summary (FTE), and departmental objectives. Total expenditures for 2004 are \$2,164,614 and total revenues are \$405,132 for a tax levy increase of \$1,759,482 or 512.0%. The positions summary shows an overall increase of 16.26 positions for a total of 24.76 being budgeted for 2004. Bolte stated only a portion of the Communications Center is actually funded in the Public Works budget. The balance is funded in the Sheriff’s budget. Bolte said their goal is to convert the Sheriff’s operation in April, LACS in June and bring in Brookfield in September of 2004. In that process they will be integrating communities that are now a customer of another center, but leaving that center, i.e., Town of Oconomowoc, Village of Big Bend, Village of North Prairie.

Motion: Cummings moved, second Swan, to tentatively approve the 2004 Operating Budget for Communications Center Department. **Motion carried 6 – 0.**

Review and Make Recommendations on Any and All Position Requests in the Operating Budgets for which the Committee Has Budget and Policy Oversight

This item was discussed as part of the operating budget reviews.

Approve Minutes of September 12, 2003

Motion: LaPorte moved, second by Swan, to approve the minutes of 9/12/03. **Motion carried 6 – 0.**

Correspondence

Stamsta referred to the Value Engineering list that was previously distributed to all committee members.

Executive Committee Report

Stamsta advised of the following issues discussed at the last Executive Committee meeting.

- Discussion and Consideration of the following 2004 budgets: Non-Departmental, Community Development Block Grant, Waukesha County Federated Library System
- Budgeting for Retirees Health Benefits Review
- Discuss and Consider the 2003 - 2007 Capital Projects Plan Projects

Reports by Committee Member Liaisons

Cummings reported on a Local Emergency Planning Committee (LEPC) meeting that she attended yesterday.

Motion to adjourn: Kipp moved, second by LaPorte, to adjourn the meeting at 12:24 p.m. Motion carried 6 – 0.

Respectfully submitted,

Kathleen M. Cummings
Secretary

/sm